



FACILITATION TRAINING (FTC)

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A great course for anyone...that wants to know how to facilitate groups.

Purpose:

This course is designed to develop the professional skills you need to facilitate effective group interaction and learning. By the end of the course you will have an increased understanding of audience expectations and behaviour in the training environment. You will learn how to speak the "three languages of interaction" designed to bring out the best in people, as well as comprehend how groups learn. The best ways to introduce knowledge and to tailor for individual needs will be addressed in depth. Overall, this session will help you clarify, manage and maintain effective communication in your training relationships with your clients.

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What you will learn:

This is a workshop all about facilitating groups.

In it you will learn...

- **Facilitating Skills** - facilitating means "to make easy"- Learn how to make it easy for others to understand you.
- **Interaction Skills** - how to generate, manage and maintain effective interaction in a group.
- **Sharing Knowledge** - how to organise yourself and your material for impact and how to design winning presentations.
- **Self Confidence** - realise that to feel confident you need to know and practice certain effective communication behaviours. During this course you will have ample opportunity to develop your "emotional intelligence" and effectiveness.
- **And much, MUCH more!**

Duration of each session:	Half Day (4 hrs) Full Day (8 hrs)
Participants:	Ideal number of participants: 6-12
Half Day:	\$2750 + gst (per group)
Full Day:	\$4500 + gst (per group)
Two day:	\$6700 + gst (per group)
Payment Accepted:	Cash Cheque Invoice AMEX VISA MC
Location-Onsite or Offsite Venue-To be announced	Tapes/CDs and Work notes included

The Voice Business www.voicebusiness.com
email: Bookings@voicebusiness.com

To make booking



Call (02) 9957-4208